



Date and Time of Walk-Through	Department
Department Manager	Telephone Number
Team Members Conducting Walk-Through	
Employees Interviewed	

1 Waste Components

Waste-Producing Activity or Equipment	Waste Material Produced	Estimated Amount of Waste Produced per Year	Current Wast Reduction Activities (if any)
		·	
·			

1 Waste Components *(Continued)*

Waste-Producing Activity or Equipment	Waste Material Produced	Estimated Amount of Waste Produced per Year	Current Wast Reduction Activities (if any)
·			
	•		

1 Target Materials for Waste Reduction

Based on the facility walk-through, list all materials that could be targeted by your waste reduction program. For each waste type, list all potential waste prevention, recycling, and/or composting methods that could be effective. Although recycling and composting are preferred ways of *managing* wastes, you may want to consider *preventing* the waste in the first place.

Waste Type	Potential Waste Reduction Activities
-	·
<u>-</u> .	

V	/aste Type	% of Total	x Total	Yard³ per	Conversion	Total Wt.	Source and Description
			Waste	Week	Factor	per Week	***
p	Cardboard (OCC)						
Cardboard	Gaylords						
Car							-
	Filter Cake						
3LS	Oil / Other						
Filters	Paint						
	Other						
	Food Waste						
	Container - Brown						
	Container - Clear						
SS	Container - Green						
Glass	Laminated						·
	Paint						
	Other						
	Aluminum						
_	Brass						
Metals	Copper						
≥	Ferrous						
	Other						
	General Office Paper						
	Computer - White						
aper	Computer - Green Bar						
1	Newsprint						
	Other						-
	1 - PET						
	2 - HDPE						
	3 - PVC						
	4 - LDPE						
Plastic	5 - PP						
┛	6 - PS						
	7 - Other						
	Stretch Wrap						
	Other						the state of the s

V	Vaste Type	% of Total	x Total Waste	Yard³ per Week	Conversion Factor	Total Wt. per Week	Source and Description
ı	Cured						
Rubber	Uncured						
æ	Other						-
60	Gloves						
Textile	Rags						
	Other						
	Waste Oil			¨			
	Construction	,					
Wood	Dunnage						
×	Pallets						
	Other						
ste	Brush						
Yard Waste	Grass / Leaves						
Yar	Other						
Jer							
Other							

Types of Plastics and Their Codes



PET - Polyethylene Terephthalate uses: soda bottles, food packaging film



HDPE - High Density Polyethylene uses: milk jugs, some detergent containers



PVC - Polyvinyl Chloride uses: food wrap, blister packs, cooking oil,

bottles



LDPE - Low Density Polyethylene uses: shrink wrap, garment bags, plastic bags



PP - Polypropylene uses: deli, yogurt, cottage cheese containers, screw-on caps, long-life items



PS - Polystyrene uses: food containers



uses: some multi-resin containers

General Information and Conversion Factors

Cans:

Aluminum, Whole Loose

Aluminum, Flattened Aluminum, Whole Aluminum, Whole Steel, Whole Steel, Flattened

Cardboard:

Cardboard Boxes, Loose

Cardboard Boxes. Loose Flattened

Cardboard, Baled

Energy:

3415 BTU

0.746 kilowatt Used Tires

Low Grade Fuel Oil

1 Gallon Oil Dry Hardwood Dry Hardwood Dry Hardwood

Burning 220 tons of Dry Hardwood

Food Wastes:

Garbage, Not Compacted

Solid and Liquid Fats

Glass:

Glass, Whole Bottles Glass, Whole Bottles Glass, Semi-Crushed Glass, Crushed

Paper:

Computer Paper, Loose

Computer Paper, Compacted

Bond Paper, Loose Bond Paper, Compacted

Newspaper

Newspaper, Loose Newspaper, Compacted 1 yard = 70 lbs

1 yard = 1500 - 200 lbs 1 full grocery bag = 1.5 lbs 1 55 gallon bag = 13 - 20 lbs

1 yard = 190 - 230 lbs 1 yard = 4000 - 5500 lbs

1 yard = 40 - 50 lbs

1 yard = 275 - 300 lbs 1 yard = 550 - 850 lbs

1 kilowatt hour

1 HP

14,000 BTU per lb 130,000 BTU per gallon

38 kilowatt hours

16,000,000 BTU per ton 4,685 kilowatt hours per ton

16,000 lbs steam (@212 F) per ton

1 ton of ash

1 yard = 400 - 450 lbs

1 55 gallon drum = 400 - 415 lbs

1 full grocery bag = 16 lbs

1 yard = 500 - 600 lbs 1 yard = 1000 - 1800 lbs 1 yard = 1800 - 2500 lbs

4d 500 C00 lba

1 yard = 500 - 600 lbs 1 yard = 1000 - 1200 lbs

1 yard = 400 - 500 lbs

1 yard = 750 - 950 lbs

12" stack = 35 lbs

1 yard = 350 - 500 lbs

1 yard = 750 - 1000 lbs

General Information and Conversion Factors

Plastic:

PET Bottles, Whole Loose PET Bottles, Whole Loose

PET Bottles, Baled

PET Bottles, Granulated PET Bottles, Granulated HDPE Bottles, Whole Loose

HDPE Bottles, Baled HDPE Bottles, Granulated HDPE Bottles, Granulated

Mixed PET & HDPE, Whole Loose

Mixed Solid Granulated Stretch Wrap Film, Baled

Yard Wastes:

Leaves, Piled

Leaves, Compacted Grass Clippings Wood Chips

Miscellaneous:

Passenger Car Tires

Truck Tires Used Motor Oil 1 yard = 30 - 40 lbs 1 Gaylord = 40 - 53 lbs 30"x48"x60" = 500 lbs

1 Gaylord = 700 - 750 lbs 1 truck-load = 44,000 lbs

1 yard = 24 lbs

30"x48"x60" = 500 - 800 lbs 1 Gaylord = 800 - 1000 lbs 1 truck-load = 42,000 lbs

1 yard = 32 lbs 1 yard = 1600 lbs 30"x42"x60" = 1100 lbs

1 yard = 250 - 300 lbs

1 yard = 550 - 600 lbs 1 yard = 400 - 450 lbs

1 yard = 500 - 525 lbs

= 22 lbs each

= 60 lbs each

= 7 lbs per gallon

Waste Quantity Worksheet

Lbs/Tons Per Week						
Lbs./Tons Per Week				·	<u>.</u>	
Eu. Yds. per Week Formula: F x G					-	-
G Pulls Per Week						Total
Cu. Yds. Per Pull						
When When Pulled Formula:						
D Size in Cu. Yds.						
C Name of Hauler						
Sontainers						
A Container Location						

Pallet Estimates

	Example	Example				
Size	36 X 42	45 X 60		 		
Quantity	P20	D10				

NOTE: P = procuring, D = disposing of, and the number indicates monthly average.

Metal Waste Estimates

Material Description	Pounds per Month	Material Cost per Pound	Labor & Overhead	Cost per Month	Cost per Year
Aluminum					
Assemblies					
Brass					
Chromium					
Copper					
Iron & Steel					
Lead					
Scrap Parts					
Sub-Assemblies					
Zinc					
Other Items	-				

Cost of Baling Cardboard for Recycling

Amortization = Cost of Baler \$ Divided by 5* =	\$
Cost of Wire = \$.85 X Bales per year =	\$
Cost of Electricity = \$1.00 X Bales per year =	\$
Cost of Maintenance = .01 X \$ Cost of Baler =	\$
Labor Cost = .67 X \$ per hour X Bales per year =	\$
Total Annual Cost =	\$
* Baler will last much longer than 5 years, this is just a convenient number.	
Revenue From Sale of Cardboard	
12 X tons per month X \$ per ton = \$	oer year
Annual Revenue From Sale of Cardboard	\$
Plus Annual Savings in Disposal Cost	\$
Total	\$
Minus Cost of Baling Cardboard	\$
Net Savings or <loss></loss>	\$

True Costs Worksheet

	T						
True Yearly Costs of Waste							
H	li.	11	ll l	11	- 11	11	11
Associated Costs	٠						
+	+	+	+	+	+	+	+
Disposal Cost							
li I	II	II.	II .	II	11	II	II
Yearly Total From Disposal Costs Worksheet							
Yearly To Disposal Workshe							
	×	×	×	×	×	×	×
Percent From Yearly To Waste Composition x Disposal Data Sheet Workshe	×	×	×	×	×	×	×

Associated Costs Worksheet

Raw Material Costs	
Labor Costs	
Utility Costs	
Equipment	

Disposal Costs Worksheet

Cost Subtotal B+((C/D)*E)+(F*G)		-			>
G Pull Fee					Total Weekly Disposal Costs
F Pulls Per Week					
E Tipping Fee					/aste Adiust vour
D Conversion Factor 4 cu. yds./ ton*					Municinal Solid W
G Cu. Yds. Per Week From Waste Quantity Worksheet					nversion factor for
B Rental Fee Per Week Monthly fee/4.33					is an accentable or
A Container Location	-				*4 cullyds ner ton is an accentable conversion factor for Municinal Solid Waste. Adiust vour
		-	 -	-	-

^{*4} cu. yds. per ton is an acceptable conversion factor for Municipal Solid Waste. Adjust your conversion factor to reflect heavier or lighter material.

H

×

Production Weeks

Total Yearly Disposal Costs